

Tennessee Higher Education Commission

Revised Policy - Institution Facility Master Plans

Approved: November 14, 2002

Section Title: Financing Policies

Policy Title: Institution Facility Master Plans

Policy Number: F4.1

4.1.10 Purpose. The purpose of the facility master plan is to articulate the multi-year facility needs of the institution in order to accomplish the vision, goals, objectives, and direction established within the approved academic plan for the institution. The facility master plan provides guidance for future construction, renovations, and maintenance projects necessary to provide quality instructional and service facilities.

4.1.10A Minimum Scope. The facility plan must address as a minimum:

- consideration of academic mission
- enrollment
- student services
- capital construction and maintenance projects, including Americans with Disabilities Act provisions
- parking
- land acquisition and disposal
- site issues:
 - utilities
 - signage
 - traffic and pedestrian circulation
 - landscaping

4.1.20 THEC Approval. A facility master plan, once approved in compliance with the policies and procedures of the respective governing board, must be submitted to the Tennessee Higher Education Commission for review and approval prior to submission to the State Building Commission.

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4.1.20A Cycle for Updating Plans. A facility master plan should be reviewed and updated for each institution at least every five years. All revisions to existing master plans must be submitted to the Tennessee Higher Education Commission for review and approval once approved in compliance with the policies and procedures of the governing board.

4.1.20B Appropriation Request. New building construction or additions, capital maintenance (including Americans with Disabilities Act provisions), land acquisition, and land disposal projects should be addressed in the approved master plan in order to be considered for funding through the annual appropriation request process.

4.1.20C Consultant Services. The cost of obtaining consultant services for campus master plans must be funded from institutional sources.